

STATE OF HAWAII
REQUEST FOR EXEMPTION FROM CHAPTER 103F, HRS

To: Chief Procurement Officer

SEP 26 11:26
ADMINISTRATION
STATE OF HAWAII
OFFICE

From: Department of Health/Developmental Disabilities Division
Department/Division/Agency

Pursuant to § 103F-101(a)(4), HRS, and Chapter 3-141, HAR, the Department requests a procurement exemption to purchase the following:

Title and description of health and human service(s):

Title: Transportation Services

Description of Health and Human Services: Transportation services for an estimated twenty-eight (28) persons with mental retardation/developmental disabilities (including persons in wheelchairs) to and from J. Walter Cameron Center at Wailuku, Maui for participation in the Hale Hauoli Day Activity Center programs. The Contractor shall also provide round trip transportation for clients from the J. Walter Cameron Center to community establishments and functions for recreational and/or training programs.

Individuals to be served by the contract are diagnosed with mental retardation/developmental disabilities. The majority of individuals have limited or minimal communication skills and need assistance with dressing, eating and using the bathroom. Even if public transportation were available, the individuals would need physical assistance or supervision due to challenging behaviors. The Transportation services are critical for the clients to get to and from the program. Without transportation services, clients would be left at home unattended or parents would have to quit their jobs to provide care.

The day program provides structured behavior training to decrease and minimize challenging behaviors that could cause injury to self, others or property. Consistent and regular training is needed to shape targeted behaviors. The program also provides the consistency in teaching and reinforcing basic communication skills and self help skills (eating, dressing, toileting, mobility). Without the training provided by the program, it is anticipated that it would be difficult to maintain the individuals with their families.

Provider Name: Maui Economic Opportunity, Inc.	Total Contract Funds: 17,582	Term of Contract: From: To: 10/1/03 12/31/03
Provider Address: P.O. Box 2122 Kahalui HI 96733	Contract Funds per Year (as applicable).	

Explanation describing how procurement by competitive means is either not practicable or not advantageous to the State:

The exemption is requested for a 3 month period to allow for a 103F procurement process to be completed. The Department initially assumed that the contract could be extended. However SPO notified the Department in April that the current contract issued under the 103D process could not be extended. Due to a loss of positions and a misunderstanding regarding the extension of the contract, the RFP was regrettably, not initiated on a timely basis.

Due to the abolishment of contract staff positions within the Developmental Disabilities Services Branch, a 3 month period is requested to complete the 103F procurement process and insure that transportation services for a fragile and behaviorally challenged population is maintained. The continuation of services will allow individuals to receive the training and supports that will enable them to live with their families. A favorable consideration of this request would be deeply appreciated as it will provide the individuals with access to critical health services.

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Details of the process or procedure to be followed in selecting the service provider to ensure maximum fair and open competition as practicable:

The exemption is requested to continue services for a 3 month period with a contractor that was selected under the 103D procurement process. The extension will allow for the 103F procurement process to be completed.

A description of the state agency's internal controls and approval requirements for the exempted procurement:

The DDD will work with the ASO of the Department to insure appropriate controls are implemented for the 3 month period while the 103F procurement process is completed.

A list of state agency personnel, by position title, who will be involved in the approval process and administration of the contract:

Michael Tamanaha, Developmental Disabilities Services Branch Chief
Trudy Murakami, Public Health Administrative Officer, Developmental Disabilities Division
Naomi Chinen, Departmental Contracts Specialist
Javier Aceret, Accountant IV, Developmental Disabilities Services Branch

Direct questions to (name & position):

Michael Tamanaha
Developmental Disabilities Services
Branch Chief

Phone number:

453-6255

e-mail address:

mitamana@mail.health.state.hi.us

This exemption should be considered for list of exemptions attached to Chapter 3-141, HAR: Yes ☐

No ☒

I certify that the information provided above is to the best of my knowledge, true and correct.



Department Head Signature

9-26-03

Date

fr Chiyome L. Fukino, M.D.

Typed Name

Director of Health

Position Title


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Chief Procurement Officer's Comments:

Please ensure adherence to applicable administrative requirements.

☒ Approved

☐ Denied


Chief Procurement Officer

9/30/13
Date

cc: Administrator
State Procurement Office